

Minutes of the Criminal Justice Information Sharing Executive Committee Meeting
Thursday, January 11, 2007, 1:00 pm CDT
Bureau of Criminal Investigation – Administrative Conference Room
Bismarck, North Dakota 58503

Call to Order: The meeting was called to order by Jerry Kemmet

Executive Committee Members present: Jerry Kemmet – BCI, Charles Placek – DOCR, Deborah Ness – Bismarck PD, Paul Hendrickson – Griggs County SO, Daryl Vance – Watford City PD, Nancy Walz – Information Technology, Sally Holewa – Supreme Court Department,

Members present: Pam Schafer, Joe Herslip, Tina Radenz – CJIS

Others Present: Cher Thomas

Members Absent: Dave Kleppe, Highway Patrol, Wade Enget, Mountrail County SA, Russ Timmreck – State Radio

Agenda

Topic: Approve December 14, 2006, Meeting Minutes

Discussion:

Motion to approve October 14, 2006, Meeting Minutes by Deborah Ness; Second by Paul Hendrickson; Chuck Placek stated to change minutes to reflect the raise of rates to restrict to the biennium versus cycle. Unanimous Approval.

Topic: Review CJIS Program Status

Discussion:

Monthly status of the CJIS Hub, LERMS, and STARS statistics was presented. Formal representation at the ND States Attorney Convention should be done. A formal presence with brochures. Chuck motioned for approval, Nancy Walz 2nd.

The status of Local Law Enforcement Project was reported by Joe Herslip.

Project Status:

Local Law Enforcement Integration Project:

Perficient worked on site with ITD software development for two weeks during December. ITD was able to use the ESB and database software to successfully watch for additions, updates, and deletions to case records in the LERMS system. ITD was able to index the records on the CJIS Hub and provide for the ability to request and view details related to a case record in LERMS.

ITD will be completing clean up work on the proof of concept project during January and February. This work will include adding error handling, finalizing the web pages for demonstration purposes, and load testing of the ESB and software. CJIS has requested that ITD prepare a cost estimate for the purchase of the ESB hardware and software along with the development work required to move the proof of concept to production. – Determined CJIS staff will continue and ok of funding through the CJIS Board.

Protection Order Integration Project:

Staff from the Supreme Court, Attorney General's Office, and CJIS met on January 10, 2007, to discuss using the CJIS Hub to integrate protection orders between BCI's repository and the Court. CJIS has secured a \$60,000 dollar STOP grant and the Supreme Court has dedicated approximately \$75,000 dollars toward the project. Development work is needed at the Court, ITD and the Attorney General's Office to complete the project. Cost estimates are being developed for the work and another meeting is

scheduled for January 19, 2007, to review the estimates and determine if the available funding is adequate to complete the project.

Topic: Disaster Recovery of CJIS Systems.

Discussion:

Disaster recovery of CJIS systems was discussed. A motion was made to have CJIS Systems classified as Vital - Chuck Placek 1st, Deborah Ness 2nd.

Definition of Vital

Vital

This designation applies to services that must be provided *within 72 hours* or will *likely* result in loss of life, infrastructure destruction, loss of confidence in the government, or significant loss of revenue or disproportionate recovery costs.

Action:

- 🚦 Pam will report back to the CJIS Executive Committee the findings and budgetary figures from Larry Lee, ITD's Disaster Recovery Coordinator.
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Topic: Legislation Session

Discussion:

Chuck Placek discussed HB1219 (SAVIN). Chuck will be speaking at hearing on HB1219. He has been requested to prepare a fiscal note on the Bill. Paul Hendrickson will be representing the CJIS Hub and Lerms. Burch Burdick will be sending testimony on behalf of STARS – Justware. Chief Justice VandeWalle will be speaking on behalf of the CJIS program.

Topic: SAVIN Grant – Statewide Automated Victim Information and Notification

Discussion:

The SAVIN Grant was submitted December 21, 2006. It was requested to have the SAVIN grant posted to the CJIS website.

Action:

- 🚦 Post Savin Grant to CJIS website. Completed - January 12, 2007.
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Topic: CJIS Committee Members

Discussion:

Deborah Ness and Daryl Vance have been re-appointed by the ND Chief of Police Association. CJIS is waiting for the large sheriff's representation.

Topic: Administrative Rules

Discussion:

Jerry Kemmet stated last he heard was to create rules after the law changes; which would grant CJIS the authority to write rules. A different assistant has been assigned for writing the rules. This could start in April for August 1st as SB2037 would grant CJIS the authority.

Topic: Review CJIS Hub Users.

Discussion:

Approved the CJIS Hub users.

Meeting was adjourned at 3:00 p.m.